

MURIEL BOWSER MAYOR

November 9, 2020

The Honorable Phil Mendelson Chairman Council of the District of Columbia John A. Wilson Building 1350 Pennsylvania Avenue, N.W., Suite 504 Washington, D.C. 20004

Dear Chairman Mendelson:

Enclosed for consideration and approval by the Council of the District of Columbia is proposed emergency legislation, the "Modifications to Contract No. CW67648 with Summit Food Services, LLC Approval and Payment Authorization Emergency Act of 2020 and accompanying declaration resolution". The bill would approve Modification Nos. 4, 5, and 6 to exercise Option Year 1 of Contract No. CW67648 to provide and manage an inmate food service program at the Central Detention Facility and Central Treatment Facility.

Council action is necessary to approve the contract in the not to exceed amount of \$4,184,082.00 for the period from September 15, 2020 through September 14, 2021.

The Chief Financial Officer has certified that funding is available for FY 2021.

As always, I am available to discuss any questions you may have regarding this contract. In order to facilitate a response to any questions, please have your staff contact Marc Scott, Chief Operations Officer at the Office of Contracting and Procurement at (202) 724-8759.

I urge you to take prompt and favorable action regarding the enclosed legislation.

Sincerely,

Mur el Bowser

Enclosures

Chairman Phil Mendelson at the request of the Mayor A BILL IN THE COUNCIL OF THE DISTRICT OF COLUMBIA To approve, on an emergency basis, Modification Nos. 4, 5, and 6 to Contract No. CW67648 with Summit Food Services, LLC to provide and manage an inmate food service program at the Central Detention Facility and Central Treatment Facility, and to authorize payment for the goods and services received and to be received under that contract. BE IT ENACTED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA. That this act may be cited as the "Modifications to Contract No. CW67648 with Summit Food Services, LLC Approval and Payment Authorization Emergency Act of 2020". Sec. 2. Pursuant to section 451 of the District of Columbia Home Rule Act, approved December 24, 1973 (87 Stat. 803; D.C. Official Code § 1-204.51), and the requirements of section 202 of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-352.02), the Council approves Modification Nos. 4, 5, and 6 to Contract No. CW67648 with Summit Food Services, LLC, to provide and manage an inmate food service program at the Central Detention Facility and Central Treatment Facility, and authorizes payment in an amount not to exceed \$4,184,082.00 for the goods and services received and to be received under Modification Nos. 4, 5, and 6.

- Sec. 3. The Council adopts the fiscal impact statement provided by the Chief
- 2 Financial Officer as the fiscal impact statement required by section 4a of the General
- 3 Legislative Procedures Act of 1975, approved October 16, 2006 (120 Stat. 2038; D.C.
- 4 Official Code § 1-301.47a).
- 5 Sec. 4. This act shall take effect following approval by the Mayor (or in the
- 6 event of veto by the Mayor, action by the Council to override the veto), and shall remain
- 7 in effect for no longer than 90 days, as provided for emergency acts of the Council of the
- 8 District of Columbia in section 412(a) of the District of Columbia Home Rule Act,
- 9 approved December 24, 1973 (87 Stat. 788; D.C. Official Code § 1-204.12(a)).

GOVERNMENT OF THE DISTRICT OF COLUMBIA Office of Contracting and Procurement



Pursuant to section 202(c-1) of the Procurement Practices Reform Act of 2010, as amended, D.C. Official Code § 2-352.02(c-1), the following contract summary is provided:

COUNCIL CONTRACT SUMMARY

(A) Contract Number: CW67648

Proposed Contractor: Summit Food Service

Contract Amount: \$4,184,082.00 Not to Exceed (NTE)

Unit and Method of Compensation: Requirements Contract with fixed unit prices and a cost

reimbursement component.

Term of Contract:

Option Year One M0004 09/15/2020 – 11/14/2020 partial option M0006 11/15/2020- 09/14/2021 remaining option year

\$1,000,000.00 NTE \$3,184,082.00 NTE \$4,184,082.00 NTE

Total \$4,184,082.00 NTE

Type of Contract: Requirements Contract with fixed unit prices and a cost reimbursement component.

Source Selection Method: Request for Proposal

(B) For a contract containing option periods, the contract amount for the base period and for each option period. If the contract amount for one or more of the option periods differs from the amount for the base period, provide an explanation of the reason for the difference:

Base Period Amount: \$6,581,522.70 NTE

Option Period 1 Amount: \$4,184,082.00 NTE

Explanation of difference from base period (if applicable): As a result of COVID-19, the contract amount was decreased from \$6,746,977.20 to \$4,184,082.00 due to a decrease in the inmate population.

Option Period 2 Amount: \$6,912,431.70 NTE

Explanation of difference from base period (if applicable): The difference is 1.05% from base period to Option Period 2

Option Period 3 Amount: \$7,077,951.90 NTE

Explanation of difference from base period (if applicable): The difference is 1.08% from base period to Option Period 3.

Option Period 4 Amount: \$7,244,129.10 NTE

Explanation of difference from base period (if applicable): The difference is 1.10% from base period to Option Period 4

(C) The goods or services to be provided, the methods of delivering goods or services, and any significant program changes reflected in the proposed contract:

Summit Food operates and manages the DOC inmate food service program and cafeteria style officer's dining rooms at two facilities, the Central Detention Facility (CDF) and Correctional Treatment Facility (CTF).

(D) The selection process, including the number of offerors, the evaluation criteria, and the evaluation results, including price, technical or quality, and past performance components:

The Office of Contracting and Procurement (OCP) on behalf of the Department of Corrections (DOC) issued a Request for Proposal (RFP) Doc37269, to solicit a Contractor to provide and management an inmate food service program and cafeteria style officer's dining room at two facilities, the CDF and the CTF. Eight leading companies in the correctional food industry were notified of the solicitation, and three of the eight vendors submitted responses to the solicitation.

The Contracting Officer awarded CW67648 on March 7, 2019, effective September 15, 2019 to Summit Food Service, LLC to provide management of the inmate food service program and cafeteria style officer's dining rooms at the Department of Corrections, as Summit's proposal was most advantageous to the District.

(E) A description of any bid protest related to the award of the contract, including whether the protest was resolved through litigation, withdrawal of the protest by the protestor, or voluntary corrective action by the District. Include the identity of the protestor, the grounds alleged in the protest, and any deficiencies identified by the District as a result of the protest:

No protests received.

(F) The background and qualifications of the proposed contractor, including its organization, financial stability, personnel, and performance on past or current government or private sector contracts with requirements similar to those of the proposed contract:

Summit has a satisfactory record of integrity and business ethics as indicated by the search results of the federal excluded parties' system. The District has no information indicating that Summit is debarred, suspended, or involved in any activity that would disqualify the company from consideration for contract award due to lack of integrity and business ethics.

(G) The period of performance associated with the proposed change, including date as of which the proposed change is to be made effective:

Option Year One Modification M0004 September 15, 2020 – November 14, 2020 partial option Modification M0006 November 15, 2020- September 14, 2021 remaining option year

(H) The value of any work or services performed pursuant to a proposed change for which the Council has not provided approval, disaggregated by each proposed change if more than one proposed change has been aggregated for Council review:

Option Year One Modification M0004 09/15/2020 – 11/14/2020 Proposed Modification M0006 11/15/2020- 09/14/2021

\$1,000,000.00 NTE \$3,184,082.00 NTE

(I) The aggregate dollar value of the proposed changes as compared with the amount of the contract as awarded:

 Option Year One
 \$1,000,000.00 NTE

 Modification M0004 09/15/2020 – 11/14/2020
 \$1,000,000.00 NTE

 Proposed Modification M0006 11/15/2020- 09/14/2021
 \$3,184,082.00 NTE

 Aggregate Total Dollar Value
 \$4,184,082.00 NTE

(J) The date on which the contracting officer was notified of the proposed change:

Contracting Officer was notified via email on August 21, 2020 and was requested to exercise a partial option for option year one not to exceed \$1,000,000.00 until Council approval.

(K) The reason why the proposed change was sent to Council for approval after it is intended to take effect:

The District needed to continue critical food services for DOC inmates while negotiating an equitable adjustment in the contract prices as a result of a decrease in the inmate population. The incumbent was awarded the contract based on 2,880 inmates, and the current inmate population is averaging 1,373.

(L) The reason for the proposed change:

The change in the contractual amount was changed due to the decrease in the inmate population resulting from the ongoing COVID-19 crisis.

(M) The legal, regulatory, or contractual authority for the proposed change:

DCMR 27 Chapter 3601.2 "Types of Contract Modifications" DCMR 20, Section 2008 "Exercise of Option"

(N) A summary of the subcontracting plan required under section 2346 of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, as amended, D.C. Official Code § 2-218.01 et seq. ("Act"), including a certification that the subcontracting plan meets the minimum requirements of the Act and the dollar volume of the portion of the contract to be subcontracted, expressed both in total dollars and as a percentage of the total contract amount:

Summit Food Service, LLC, will subcontract 32.14% 1,344,763.95 to meet the small business subcontracting requirement.

(O) Performance standards and the expected outcome of the proposed contract:

DOC has found Summit's performance unsatisfactory for the base year. Within the last year Summit has received a poor rating in the areas of quality of services/work, customer satisfaction and timely of performance.

A cure notice was emailed to Summit on February 25, 2020 requesting a written plan demonstrating how they will cure the performance deficiencies. Summit responded to DOC's cure notice on April 1, 2020; with a written 500-page rebuttal. On July 7, 2020 DOC responded to Summit's cure notice response with a 2-page response.

Therefore, it is in the best interest of the District to continue this service until a new contract is awarded, because services cannot be interrupted in providing inmate food service, in accordance with Criminal Justice Standards, Standards on Treatment of Prisons, Section 23-3.4 Healthful Food, OCP is currently going through the solicitation (Doc513236) process to award a new contract.

(P) The amount and date of any expenditure of funds by the District pursuant to the contract prior to its submission to the Council for approval:

Modification M0004 09/15/2020 - 11/14/2020, not to exceed \$1,000,000.00.

(Q) A certification that the proposed contract is within the appropriated budget authority for the agency for the fiscal year and is consistent with the financial plan and budget adopted in accordance with D.C. Official Code §§ 47-392.01 and 47-392.02:

The Agency Chief Financial Officer certified funds on September 11, 2020 for the required amount available for the contract services with DOC.

(R) A certification that the contract is legally sufficient, including whether the proposed contractor has any pending legal claims against the District:

The Office of Attorney General has reviewed the contract for legal sufficiency. There are no pending legal claims against the District.

(S) A certification that Citywide Clean Hands database indicates that the proposed contractors current with its District taxes. If the Citywide Clean Hands Database indicates that the proposed contractor is not current with its District taxes, either: (1) a certification that the contractor has worked out and is current with a payment schedule approved by the District; or (2) a certification that the contractor will be current with its District taxes after the District recovers any outstanding debt as provided under D.C. Official Code §2-353.01(b):

As of September 15, 2020, Summit Food is compliant in the Citywide Clean Hands database which indicates the company has no outstanding liability with the District of Columbia.

(T) A certification from the proposed contractor that it is current with its federal taxes, or has worked out and is current with a payment schedule approved by the federal government:

The contractor has certified that it is current with its federal taxes.

(U) The status of the proposed contractor as a certified local, small, or disadvantaged business enterprise as defined in the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, as amended, D.C. Official Code § 2-218.01 etseq.:

The contractor is not a certified local, small or disadvantaged business enterprise.

(V) Other aspects of the proposed contract that the Chief Procurement Officerconsiders significant:

Not applicable

(W) A statement indicating whether the proposed contractor is currently debarred from providing services or goods to the District or federal government, the dates of the debarment, and the reasons for debarment:

As of August 19, 2020, the Contractor does not appear on the Federal or District Excluded Parties List. The contractor is not currently debarred from providing services to any governmental entity.

(X) Any determination and findings issues relating to the contract's formation, including any determination and findings made under D.C. Official Code § 2-352.05 (privatization contracts):

D&F Price Reasonableness dated 09/14/2020 D&F Contractor Responsibility dated 09/14/2020

(Y) Where the contract, and any amendments or modifications, if executed, will be made available online:

OCP Website: ocp.dc.gov

(Z) Where the original solicitation, and any amendments or modifications, will be made available online:

OCP Website: ocp.dc.gov



Date of Notice:

September 15, 2020

Notice Number: L0004374443

SUMMIT FOOD SERVICE, LLC 775 WOODLANDS PKWY STE 100 RIDGELAND MS 39157-5214

FEIN: **-***7818 Case ID: 551706

CERTIFICATE OF CLEAN HANDS

As reported in the Clean Hands system, the above referenced individual/entity has no outstanding liability with the District of Columbia Office of Tax and Revenue or the Department of Employment Services. As of the date above, the individual/entity has complied with DC Code § 47-2862, therefore this Certificate of Clean Hands is issued.

TITLE 47. TAXATION, LICENSING, PERMITS, ASSESSMENTS, AND FEES CHAPTER 28 GENERAL LICENSE SUBCHAPTER II. CLEAN HANDS BEFORE RECEIVING A LICENSE OR PERMIT D.C. CODE § 47-2862 (2006) § 47-2862 PROHIBITION AGAINST ISSUANCE OF LICENSE OR PERMIT

Authorized By Marc Aronin

Chief, Collection Division

To validate this certificate, please visit MyTax.DC.gov. On the MyTax homepage, click "Clean Hands" and then the "Validate a Certificate of Clean Hands" hyperlink.

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ASSOCIATE CHIEF FINANCIAL OFFICER PUBLIC SAFETY & JUSTICE CLUSTER



MEMORANDUM

TO: George A. Schutter, Chief Procurement Officer

Office of Contracting and Procurement

David C. Garner 9/14/2020 David Garner, Associate Chief Financial Officer FROM:

Public Safety and Justice Cluster

DATE: September 11, 2020

SUBJECT: Certification of Funding Availability for Inmate Food Services.

The Office of the Chief Financial Officer (OCFO) certifies available funding in the Department of Correction's Fiscal Year 2021 operating budget in the amount of \$4,184,082.00 for Inmate Food Services, for the period of September 15, 2020 through September 14, 2021. Funding for Current Fiscal Year 2020 in the amount of \$253,000.00 is available. Fiscal Year 2021 in the amount of \$3,931,082.00 is contingent on an approved budget.

Future orders above the funds available are contingent upon the identification of additional funding.

If you have any questions concerning this certification, please contact Delwyn Kamara, Budget Analyst, at (202) 671-2107.

Attachment

Quincy L. Booth, Director, Department of Corrections cc:

GOVERNMENT OF THE DISTRICT OF COLUMBIA Office of the Attorney General

ATTORNEY GENERAL KARL A. RACINE



Commercial Division Government Contracts Section

MEMORANDUM

TO:

Ronan Gulstone

Director

Office of Policy and Legislative Affairs

FROM:

Robert Schildkraut

Chief, Procurement Section

Commercial Division

Office of the Attorney General

DATE:

October 28, 2020

SUBJECT:

Approval of Modifications 4, 5, 6, to Exercise Option Year 1 of CW67648 for

Food Service Program for Inmates

Contractor: Summit Food Service, LLC

Total Available Funding for Option Year 1: \$4,184,082.00 - \$253,000 in FY

2020, and \$3,931,082 in FY 2021 contingent on approved budget Proposed Option Year 1 Contract Amount: NTE \$4,184,082.00

This is to Certify that this Office has reviewed the above-referenced Contract and

that we have found it to be legally sufficient. If you have any questions in this regard, please do not hesitate to call me at 724-4018.

Robert Schildkraut

GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF THE ATTORNEY GENERAL





Legal Counsel Division

MEMORANDUM

TO:

Ronan Gulstone

Director

Office of Policy and Legislative Affairs

FROM:

Brian K. Flowers

Deputy Attorney General Legal Counsel Division

DATE:

October 26, 2020

SUBJECT:

Legal Sufficiency Certification of the "Modifications to Contract No.

CW67648 with Summit Food Services, LLC Approval and Payment

Authorization Emergency Act of 2020" and Accompanying

Emergency Declaration Resolution

(AE-20-681)

This is to Certify that this Office has reviewed the above-referenced legislation and has found it to be legally sufficient. If you have any questions regarding this certification, please do not hesitate to contact me at 724-5524.

Brian K. Flowers

Brian K. Flowers

							1. Contract	Number	Page of	Pages
AMEN	IDMENT OF SOLICITA	TION / MOD	IFICATIO	N O	F CO	NTRACT	CW6764	18	1	1
2. Amer	dment/Modification Number	3. Effective D	ate	4.	Requisit	ion/Purchas	e Request No.	5. Solicitation C	Caption	
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						10B. Date	d (See Item 13))		
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OF (c) BY	separate letter or fax which includes a CE DESIGNATED FOR THE RECE	reference to the sol	licitation and amo	endme HOUR	ent numbe	r. FAILURE TE SPECIFII	D MAY RESUL	T IN REJECTION OF	F YOUR OFF	ER. If
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	data etc.) set forth in item 14, pu	rement to the aut	hority of 27 D	CME	Chant	er 36 Sectio	n 3601 2			
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2. Amer	dment/Modification Number	3. Effective	e Date	4.	Requisi	tion/Purchase I	Request No.	5. Solicitation (Caption	
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CONTINUATION SHEET	Contract Number	Page of Pa	ages
AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT	CW67648-M0005	2	2

REVISED

B.3 PRICE SCHEDULE - REQUIREMENTS

B.3.2 OPTION YEAR ONE

CLIN	ITEM DESCRIPTION	RANGES OF DAILY INMATE POPULATION	UNIT PRICE PER MEAL
1001A	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$3.69
1001AB	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$3.01
1001AC	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$2.73
1001AD	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$2.56

CLIN	ITEM DESCRIPTION	UNIT PRICE PER MEAL	ESTIMATED QUANTITYY
1002	Kosher Meals	\$ <u>7.00</u> PER MEAL	65,700 MEALS
1004	Halal Meals	\$4.50 PER MEAL	283 MEALS

								 Contract 	Number	Page of Pages
AMENDMENT OF SOLICIT	OITA	/ MODIF	ICATIO	N OF	CO	NT	RACT	CW6764	8	1 2
2. Amendment/Modification Number	3. E	ffective Date		4. R	equisit	tion	/Purchase R	lequest No.	5. Solicitation C	aption
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6. Issued by: Keia Brooks Contract S	pecialist	Code		17	. Admi	inis	tered by (If	other than lir	ne 6)	
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Office of Contracting and Procureme	nt			2	000 1	14 th	St., N.W	. 7th Floor		
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Washington, 20 2000				\perp						
8. Name and Address of Contractor (No. stree	t, city, county,	, state and a	zip		9/	A. Amendm	ent of Solici	tation No.	
code)						-	B. Dated (Se	an Itam 11)		
Summit Food Service, LLC.						"	D. Dated (S	ce item ii)		
1751 West County Road B						10	0A. Modific	ation of Con	tract/Order No.	
Roseville, MN 55113					X	C	CW67648	3		
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Offers must acknowledge receipt of this ame (a) By completing Items 8 and 15, and return									he following method nent on each copy of	
or (c) BY separate letter or fax which includ	s a referer	cc to the solicita	ation and ame	ndmen	t numbe	er. F	AILURE OF	YOUR ACKNO	OWLEDGMENT TO	BE RECEIVED AT
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Provisions (Sec., I.1) The										
B. The above numbered cordata	tracvord	er is modified	to reflect t	ne adi	ninisua	ativ	e changes (such as chan	ges in paying offi	ce, appropriation
etc.) set forth in item 14,						ter 3	36, Section 3	3601.2.		
C. This supplemental agree	nent is er	itered into pur	rsuant to au	thorit	y of:					
V D Other (See) See	1.6									
X D. Other (Specify type of m 27 DCMR 2005, Use of Op		on and authori	ty)							
E. IMPORTANT: Contractor		is require	d to sign th	is do	ument	t and	d return one	copy to the	issuing office.	
Description of Amendment/Modificat	ion (Organ	nized by UCF S	ection headi	ngs, in	cluding	g soli	icitation/cont	ract subject ma	atter where feasible.)
In accordance with Contrac	CW6	7648 Secti	ion F 2 1	Or	ation	Pe	riods the	- District	of Columbia	hereby
exercises the remainder of o										•
period of November 15, 202						шс	amount	not to ext	ν εσα φ3,104,0	02.00 for the
period of two vehicer 15, 202	o uno	ugn septer	11001 14,	202	1.					
		Conditions				Iton	- 04 or 104	samala unah	anged and in full t	area and affect
Except as provided herein, all terms a 15A. Name and Title of Signer (Type		ions of the doc					n 9A or 10A ontracting O		anged and in full t	orce and effect.
(3,00	,,									
450 Nove 40 or							White			
15B. Name of Contractor		15C. Date S	signed 1	16B. D	istrict (of C	Columbia			16C. Date Signed
(Signature of person authority	ed to sign)									
		<u></u>						(Signature of	Contracting Officer)	

CONTINUATION SHEET	Contract Number	Page of Pa	ages
AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT	CW67648- M0006	2	2

REVISED

B.3 PRICE SCHEDULE - REQUIREMENTS OPTION YEAR ONE

CLIN	ITEM DESCRIPTION	RANGES OF DAILY INMATE POPULATION	UNIT PRICE PER MEAL
1001A	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$3.69
1001AB	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$3.01
1001AC	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$2.73
1001AD	Manage and Operate the Department of Corrections' food service program at the Central Detention Facility and the Correctional Treatment Facility as described in C.5		\$2.56

CLIN	ITEM DESCRIPTION	UNIT PRICE PER MEAL	ESTIMATED QUANTITYY
1002	Kosher Meals	\$ 7.00 PER MEAL	65,700 MEALS
1004	Halal Meals	\$4.50 PER MEAL	283 MEALS